

**LOWER MACUNGIE TOWNSHIP  
BOARD OF COMMISSIONERS MEETING MINUTES**

The Board of Commissioners met on March 2, 2023 for a regular meeting. The meeting was held both via Zoom.com, an online audio/video meeting, and at the Township Building, 3400 Brookside Road, Macungie, PA 18062.

1. CALL MEETING TO ORDER

President Higgins called the meeting to order at 6:00 p.m.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Brian P. Higgins, President	Present
Richard V. Ward, Vice President	Present
Ron R. Beitler, Commissioner	Present
Maury G. Robert, Commissioner	Present
Brian L. Shoemaker, Commissioner	Present
Bruce Beitel, Township Manager	Present
David Brooman, Township Solicitor	Present
Renea Flexer, Asst. Manager/Secretary	Present
Nathan Jones, Director of Planning	Present
Bryan McAdam, Township Engineer	Present via Zoom
John Ashcraft, Conflict Solicitor	Present

4. AGENDA MODIFICATIONS (At Discretion of Board President) – None

5. ANNOUNCEMENTS & PRESENTATIONS

5.1. Proclamations were presented to Martha Schwartz for her 14 years on the Parks and Recreation Board and to Robert Rust III for his 10 years served on the Zoning Hearing Board and Planning Commission. Resident, Julie McDonell, noted that both were highly involved and will be missed and she hopes that others come forward to volunteer.

6. HEARINGS & APPROVALS

6.1. Resolution 2023-14 – A RESOLUTION GRANTING APPROVAL OF A PRELIMINARY/FINAL LAND DEVELOPMENT PLAN AUTHORIZING THE CONSTRUCTION OF A BUILDING FOR COMMERCIAL USE TO COMPLIMENT THE HOME DEPOT STORE APPROVED BY RESOLUTION NO. 2022-53

Approving the Preliminary/Final Plan Approval for Macungie Crossings Condo Unit 2 – This is a strip center that will be in the Home Depot complex that will have an outdoor dining patio and generous landscaping. This is one of multiple building pads available on this site.

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-14. There were 5 ayes. Motion carried.**

6.2. Approval of Applicants for Volunteer Service Earned Income Tax Credit Program for:

Matthew P.	Dahms	James M.	Furber
Ramon J.	Deeb	Kenneth P.	Garavaglia
Michael J.	Del Re	Alexander P.	Goldman
James C.	Doherty	Eric	Gopen
James M.	Fenstermacher	David E.	Haight, III
Alan D.	Fulep	James G.	Honer

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Joshua S. Houck	David J. Nosal
Jonathan Kayes	Glenn L. Simmons
Thomas D. Johnson	James W. Van Wert
Larry Lichtenwalner	Juan F. Villegas
Scott Lichtenwalner	Nicholas A. Wassa
Scott A. Nigro	

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the above noted applicants for the Volunteer Earned Income Tax Credit Program. There were 5 ayes. Motion carried.**

7. PUBLIC COMMENT ON NON-AGENDA TOPICS – None

8. COMMUNICATIONS

8.1. Matthew Hockenberry, PennDOT – Notification of traffic counting on various Township owned roads and state roads within LMT between March and November, 2023.

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS – None

10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the February 16, 2023 minutes as drafted. There were 5 ayes. Motion carried.**

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the March 2, 2023 Bill List, which is always available to view on the Township’s website prior to the meeting.

01	General Fund	\$492,869.78		33	Open Space Fund	
08	Sewer Fund	\$102,655.29		35	Liquid Fuels	\$7,779.36
19	Debt Service Fund	\$754,689.52		37	Developers Impact	
30	Capital Projects Fund	\$132,589.86		01	Payroll	\$149,259.18
32	Federal Grants Fund			36	Developers Escrow	\$42,577.55
				<b>Total Funds</b>		<b>\$1,682,420.54</b>

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the March 2, 2023 Bill List as drafted. There were 5 ayes. Motion carried.**

12. DEPARTMENTAL MATTERS

12.1. **Engineering**

12.1.1. Consideration of Bid Award for Roadway Crack Sealing Project – The bids opened on February 27<sup>th</sup>. Two bids were received and it’s recommended to award to the lowest bidder.

**Motion by Commissioner Robert, seconded by Commissioner Ward, to award the 2023 Roadway Crack Sealing Project bid to CriLon Corp. in the amount of \$102,968.00. There were 5 ayes. Motion carried.**

12.1.2. Engineer’s Report: 1) The three road resurfacing projects are being advertised and he will report back to the Board after the bid opening. Staff is working to provide the Board a long-range road resurfacing plan sometime this year. Staff is currently reviewing a list of roads, yardages and the type of treatment.

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**12.2. Planning**

- 12.2.1. Resolution 2023-15 – A RESOLUTION REDUCING THE FINANCIAL SECURITY FOR THE COMMERCIAL LAND DEVELOPMENT OF POSH STORAGE SOLUTIONS NO 1, LLC, LOCATED AT 4316, 4320, 4330 AND 4344 HAMILTON BOULEVARD, ALLENTOWN, PENNSYLVANIA

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-15. There were 5 ayes. Motion carried.**

- 12.2.2. Planner's Report: 1) There is no Planning Commission meeting this month.

**12.3. Solicitor**

- 12.3.1. Solicitor's Report: 1) The written decision will be before the Board at the next meeting for the Lower Macungie Mixed Use (N. Krocks Road) Conditional Use Hearing.

**12.4. Township Manager**

- 12.4.1. Consideration of Bid Award for Farming of Township Land – Four people picked up the bid packets and three bids were received. This is a one-year contract with four one-year optional extensions. There was a discussion at the workshop to provide land for a CSA (Community Supported Agriculture) and this contract provides the ability for the Township to reduce the acres and have a separate bid for a CSA area.

**Motion by Commissioner Robert, seconded by Commissioner Ward, to award the Farming bid to Newhard Farms in the amount of \$31,674.00. There were 5 ayes. Motion carried.**

- 12.4.2. Resolution 2023-16 – AUTHORIZING THE SALE OF PERSONAL PROPERTY

It's necessary for the Board to approve items to be sold. There are 16 different items that we're looking to sell on Municibid.com and staff will report back to the Board when they sell.

**Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-16. There were 5 ayes. Motion carried.**

- 12.4.3. Manager's Report: 1) Sign up began this week for the summer playground program and there are 110 children already registered. 2) An executive session is needed after the meeting to discuss potential land acquisition. 3) The Public Works Department was thanked for the work done on the Hills at Lock Ridge pavilion. The repair kept the Township from having to completely replace the pavilion.

**13. OTHER BUSINESS**

**13.1. Old Business**

- 13.1.1. Chapter 18 Sewers Amendment for Updates (To Be Drafted)  
 13.1.2. Chapter 27 Zoning Amendment, Lookback (To Be Drafted)  
 13.1.3. Update Lower Macungie Emergency Operation Plan (Being Drafted)  
 13.1.4. Ordinance Amending Chapter 27 to Increase the Zoning Hearing Board Voting Members to Five and Eliminate the Alternates (Consider March 16<sup>th</sup>)  
 13.1.5. Reappointing Zoning Hearing Board Members (Consider March 16<sup>th</sup>)  
 13.1.6. Ordinance Setting Bridge Weight Limits (To be drafted)  
 13.1.7. Planning Commission Vacancy (Application Deadline is March 20<sup>th</sup>)

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- 13.1.8. Ordinance Amending the HE-Highway Enterprise Zoning District Pursuant to the Request from Landston Equities, LLC (Consider April 20<sup>th</sup>)
- 13.1.9. Consider Written Decision of the Conditional Use Hearing for Lower Macungie Mixed Use Development, LLC
- 13.1.10.2023 Sanitary Sewer Relining Project (Review Bids at March Workshop)
- 13.1.11.2023 Road Projects (Review Bids at March Workshop)
- 13.2. **New Business** – None

**14. BOARD OF COMMISSIONERS REPORT**

- 14.1. Commissioner Robert noted that he supports the ordinance amending the HE Zoning District where the Top Golf project is proposed, but has concerns with the density of 12 DU per acre. He made a motion to amend the agenda to authorize the Solicitor to draft and advertise an identical ordinance with 8.5 DU per acre, but the motion did not have a second. Commissioner Beitler suggested that staff draft an ordinance for transferable development rights that would apply to future land development applications. This will be reviewed at a workshop.
- 14.2. The next Board Regular Meeting is March 16, 2023 at 6 p.m.
- 14.3. The next Board Workshop is March 27, 2023 at 6 p.m.

**15. EXECUTIVE SESSION** – None

**16. ADJOURNMENT**

President Higgins adjourned the meeting at 6:29 p.m.

Bruce Beitel  
Township Manager

Renea Flexer  
Asst. Township Manager/Secretary  
March 9, 2023